

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

March 15, 2017

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:26 p.m., March 15, 2017 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Peter Ruggirello.
- A quorum was present, including the following: Barbara Brown; Michael Deyak; Fred Gibson, Jr.; Michael Lotito (via telephone); Elizabeth Pugh; Peter Ruggirello; Camille Silda; and Sharon Zielinski (via telephone); and Ex-officio Larry Neal.
- Guests Bobby Bendzinski and Stephen Hayduk from Bendzinski & Co. were in attendance.
- II. **Adoption of the Agenda** – On a motion from Mrs. Silda and seconded by Mr. Gibson the Agenda was adopted as presented.
- III. **Approval of Consent Agenda Items** – On a motion from Mrs. Brown and seconded by Ms Pugh the Consent Agenda items were approved/received and filed:
- February 15, 2017 board meeting minutes
 - February 2017 treasurer's report
 - Letter from Michael Nickerson regarding annual audit
 - Letter from Clinton Township regarding participation in 2017 Community Blood Drive
 - Letter banning unnamed customer
 - Letter banning unnamed customer
 - Letter banning unnamed customer
 - Email to Clinton Township Supervisor regarding trustee resignation
 - Email from McGlinnen Elementary
 - Letter in support of grant application by McGlinnen Elementary
 - Letter banning Deborah Lloyd due to conduct
 - Letter banning minor customer for trespassing
 - Letter banning unnamed customer
 - Letter from Frank Rewold and Son, Inc. regarding National Reading Month
 - March 2017 *Library Matters Monthly for Staff*
 - March 2017 *Library Matters Monthly*
 - March 2017 *Tips for Top-Notch Teachers*
 - 2017 Board Committee Assignments
 - Updated 2017 Planning Calendar
 - Customer comment cards
 - Press coverage

- IV. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Silda the February checks totaling \$178,013.30 and electronic payments totaling \$235,816.09 were approved.
- V. **Presentations** – Mr. Bendzinski provided an overview of the bond cost estimates for a potential new North Branch building.
- Mrs. Zielinski left the meeting at 7 p.m.
- Mr. Deyak joined the meeting at 7:18 p.m.
- Mr. Bendzinski and Mr. Hayduk left the meeting at 7:20 p.m.
- VI. **Public Comment** – There were no members of the public present.

VII. **Reports** –

Technology Committee – On a motion from Mr. Deyak and seconded by Mr. Gibson the Board authorized the purchase of AV upgrades for the Main Library and South Branch in an amount not to exceed \$40,000.

On a motion from Mrs. Silda and seconded by Ms Pugh the Board authorized the purchase of staff workstations, laptops and peripherals from InaComp in an amount not to exceed \$125,760.89.

Library Director – The report was received, reviewed and filed.

VIII. **Other Business** –

Resolution on retirement of Tracy Morsi – On a motion from Mrs. Brown and seconded by Mrs. Silda the following resolution was approved:

“ Whereas, Tracy Morsi was hired as a Substitute Children’s Librarian on February 7, 2001, and then promoted to full-time Children’s Librarian on May 29, 2001, and

Whereas, Tracy was one of our Children’s Librarians who helped open the new Main Library on October 26, 2003, and

Whereas, Tracy is well known for her expertise in children’s literature being described as, “always seeming to know what to recommend when the kids come in needing to read a particular genre or just for pleasure,” and as evidenced by her picking 55% of the ALSC Notable Book titles in 2015, and

Whereas, Tracy served as the In-Service Day Committee Chair in 2008, and

Whereas, Tracy has long been recognized for her special commitment to serving babies and people with disabilities, and started the library’s first sensory play program in 2015, and

Whereas, Tracy served on numerous Michigan Library Association (MLA) committees multiple times including the Mitten Award, Thumbs Up Award, Literature and the Child, and Spring Institute, resulting in

highly successful professional development opportunities for children's and teen librarians across the state, and

Whereas, Tracy will be greatly missed by the Library Board, staff, volunteers and customers alike for her never-ending willingness to pitch in, strong desire to continue to learn, and calm, collected manner in dealing with difficult customer situations,

Therefore, be it resolved that the Board of Trustees of the Clinton-Macomb Public Library extends its sincere gratitude and appreciation for Tracy's service over the past sixteen years, and wishes her good health and great happiness in her retirement."

Proposed update to CIRC-1 Library Card policy – On a motion from Mrs. Brown and seconded by Ms Pugh the proposed update was approved as presented.

Macomb Township appointment of Library Board trustees – On a motion from Ms Pugh and seconded by Mr. Gibson the Board directed Mr. Neal to send a letter to Macomb Township requesting the reappointment of Mrs. Silda and the appointment of Amy Wille to fill the position that will be vacated by Mrs. Zielinski.

Mr. Lotito joined the meeting at 7:45 p.m.

Memo from Library Director regarding the future of the North Branch including new building cost estimate and 2018-28 financial forecast – On a motion from Mrs. Brown and seconded by Ms Pugh the Board decided to proceed with the design and construction of a new North Branch to be located in the Macomb Town Center contingent upon the donation of land by Macomb Township sufficient in size to support a single story building of up to 30,000 square feet including parking, setbacks and any other requirements.

On a motion from Mr. Deyak and seconded by Mrs. Silda the Board authorized Mr. Neal to hire TMP Architecture and related firms or subcontractors to conduct a complete evaluation of the proposed site of the new library not to exceed \$20,000.

On a motion from Mrs. Silda and seconded by Ms Pugh the Board requested Mr. Neal to develop the building program statement for the new North Branch.

IX. **Adjournment** – On a motion from Mr. Deyak and seconded by Ms Pugh the meeting was adjourned at 8:53 p.m.